

# **SWALCLIFFE PARISH COUNCIL**

## **MINUTES OF THE PARISH COUNCIL MEETING OF 2ND AUGUST 2016 AT 7.00PM IN SWALCLIFFE VILLAGE HALL**

### **Councillors Present**

Jenny Bell (JB), Chairperson  
Lizzie Melvin (LM) – arrived late  
Ryan Smith (RS)  
Victoria Taylor (VT)

### **1. Apologies**

Cllr's Benson and Stanley

### **2. Declarations of Interest**

None

### **3. To approve the minutes of the meetings of 21<sup>st</sup> June 2016 and 5<sup>th</sup> July 2016**

The minutes of 21<sup>st</sup> June were approved and signed. The signing of the minutes of 5<sup>th</sup> July to be carried over to the next meeting as Cllr Stanley was absent from this meeting.

### **4. Open Forum**

There were no matters to discuss.

### **5. Matters Arising**

There is still a Councillor vacancy. An advert is to be put on the notice-board and website as the Link has already been published for August and September.

The grant money for the defibrillator has been received and paid into the bank.

### **6. To discuss the Woodland Play Area and next steps**

The Chair noted that the Parish Council were very impressed with all the hard work that has been put into this project so far. Thanks was given to the group. The Parish Council have agreed to help and will commit to funding a maximum of £6K to the project. They will be happy to fund the maintenance but are hoping that most will be raised through fundraising. Mr Foley explained that the group have applied for a grant of £1-2K. There is £6K in the village fund and another £5K to be applied through OPFA. Total cost of the project is £25K, with £5K being VAT which can be reclaimed. This will be an amenity to the village. The lease is currently being checked by a local solicitor in Banbury. There will be a formal meeting in September and it is hoped the play area will open in May – June 2017. Efforts are continuing. At a later date the £6K from the village fund will be transferred to the Parish Council account. It was suggested that the Parish Council are represented on the village fund group and that a representative from the Village Fund be invited to a future meeting.

*Action: The Parish Clerk to contact David McLindon who is Chair of the Village Fund group. Mr Foley to speak to Peter Beddowes and David McLindon about the transfer of funds.*

### **7. To discuss the possible sale of garage/s**

There has been no reply to the email sent to Matt Stanton. This item to be carried over to the next meeting in September.

### **8. To receive an update on the culvert in Brick Row**

A site meeting was held in early July with a Drainage Engineer from OCC Highways, Duncan Jack, the Chair and Parish Clerk. A resident of 1 Brick Row walking his dog at the time was also present. OCC have sent an informal letter to the house owners of 1-6 Brick Row reminding them of their responsibilities.

*Action: The Parish Clerk to ask OCC if there have been any responses.*

**9. To discuss the Parish Council's response to the CDC Conservation Area Review**

An open meeting was held on 5th July and the papers are now on display in Tithe Barn. A comprehensive reply has been submitted by Rob West and copied to the Parish Council. He queried why Park Lane is included as it adds no value to the Conservation Area. There has been little change to the village since the last review. The Parish Council agreed to object to the parcel of land being removed near Tithe Barn. It was agreed that the posters on display will be put in the filing cabinet in the village hall after 17th August.

*Action: The Parish Clerk to reply to CDC before 17th August. The Parish Clerk to organise the transfer of papers to the filing cabinet with Jeff Demmar.*

**10. To discuss the wayleave payment due from Bacon Farm on 1<sup>st</sup> January 2017**

The Parish Clerk has advised that there are new owners at Bacon Farm. The next rental payment is due in January 2017. She suggested that a letter is written now to advise of the forthcoming payment. Mr Cooling confirmed to the previous owners in a letter dated 1<sup>st</sup> April 2015 that the task of collecting the wayleave payment would go back to the Parish Council. The Parish Council originally collected the rent prior to January 2001 when they had decided that it should be collected by the charity directly.

*Action: The Parish Clerk to contact Maurice Cooling, Chair of Swalcliffe Charities and invite him to the next meeting.*

**11. Planning**

*16/00145/TCA, Tree work at Swalcliffe Park School. No objections.*

*16/01120/F, Erection of 135sqm detached flat roofed timber framed building for D1 educational use on school site at Swalcliffe Park School. No objections.*

*16/01337/F, Two storey extension to rear at 1 Park Cottages, Park Lane. Under consideration.*

**12. Finance Report**

*The following payments were approved:*

£300.00 to Andrew Jon Bathe (grass cutting of churchyard)

£90.00 to Paul Crockett (grass cutting of village)

£150.00 to Andrew Jon Bathe (grass cutting of churchyard)

£35.00 to Community First Oxfordshire (membership)

£200.00 to Cherwell District Council (Return of grant for Queens 90th birthday which was not used)

An additional payment of £180.00 was approved for P Crockett (grass cutting).

**13. Correspondence**

The following correspondence had been received:

- CDC, Publication of Adopted Statement of Community Involvement 2016
- Police Crime Commissioner survey, Seeking views on policing and crime
- OCC, Next steps following Town and Parish Meetings on unitary local government
- OCC, Household Waste Recycling consultation
- OCC, Update, Local Government Re-organisation for Oxfordshire
- OCC Highways, Temporary Road closure on Wigginton crossroads

Digital Connectivity Group - A letter has been received from BT suggesting they attend a future council meeting to discuss working with communities that are not covered in the national rollout scheme for the fibre broadband. The information has been passed to Peter Beddowes.

*Action: The Parish Clerk to invite BT to a future meeting.*

**14. Councillors' Reports**

Cllr Melvin reported that Gerry Melvin will restart the grass cutting at the end of August as he has recovered from his operation.

Cllr Taylor is currently sorting out the '20 is Plenty' signs. New equestrian signs have been ordered for Park Lane and have arrived. There is an event this coming weekend but different signage will be out.

The Parish Clerk to ask Mark Williams at the school if they can cut the lower branches along Park Lane.

Cllr's discussed registering the pub as a Community Asset. An email had been received from Martin Collett asking the Parish to consider this. The official forms have been completed by the Clerk but a meeting is to be arranged with the pub to move this forward.

**15. Date, time and place of next meeting**

Tuesday 20th September 2016 at 7pm in the village hall

Meeting closed at 8.20pm